

MSC Exec Board Meeting

Wednesday, September 25, 9:00 am Online via GoToMeeting

Sean Anderson called the meeting to order at 9:13 a.m.

Present:

Exec Board members: Jonna U, Becky D, Sean A, Bobbi D, Anita S, Mark W, Kelly R

Admin Staff: Amy M, Jemma H

ACTION: Motion to amend the agenda to remove “appoint minutes taker” and to elect a vice-chair in its stead (Sean), Seconded (Bobbi) - motion passed
Becky considered because she is taking notes.

ACTION: Anita moves we accept Becky and vice-chair/note-taker, Bobbi seconds. - motion passed

Review Board Responsibilities Draft: Board responsibilities draft ([PDF](#))

Board responsibilities draft was shared earlier this week. Language was pulled from our previous retreats, discussion, and bylaws. We envision we will treat it like a living document to help us better create other helpful documents, such as calendars, etc. Does it need to be adopted by membership or is it more internal? More internal/procedural, can be posted without being approved/voted on. CMC voted to adopt theirs, and it had a review built in that captured the element of a living document. Sean will appoint a working group to add additional procedural elements for future meetings.

ACTION: Becky moves that we accept this document as a starting point and Sean will appoint a working group to continue the work seconded by Bobbi - motion passed
Sean will follow up in the next few days to create the group.

Review Bylaws Draft: Bylaws change draft ([PDF](#))

Adds one small section of language to Article V, Section 6 to create a max of 6 years. Gives a little more structure and offers people an “out”.

Fall Meeting Agenda Planning (Fall meeting is October 23rd, 9-12):

- Blue Cloud Mobile App discussion and a demo,
 - Amy & staff will look at pre-recorded demos and see if any of them are clear/use only the products we would have access to.
 - Is there any update on pricing/negotiations? Cara is not here, so we are not sure, yet.
 - Have we requested a SIRSI rep do the demo/talk to membership? SIRSI reps usually want to explain all the options, whether or not they work for consortia, so again, we want to make sure we get clear information, not sales people who promise things that don't work for consortia environment.

- Rebekah will not be at the Fall meeting, so other system admin staff will present in her stead
- Board would like some presentations ahead of time to predict issues/marshal arguing/make appropriate recommendations--what is a good timeline? Aim for by October 11th. MSC staff will try to get something out in advance, they meet tomorrow. They will be at a conference Oct 7-9, but try to start now.
- Bylaws change to the membership,
- Outreach in January (survey),
 - Which questions will be every time, which will be only once or once per year? Jemma has the list, she will send out the ranking as a poll, then use the information to create a draft of the survey to see at November Exec Board meeting and prepare for January meeting. Deadlines can be set at Nov. meeting.
 - Date for November Exec Board meeting--set after Fall Meeting and discuss survey
 - One priority has been reaching out to those we are not hearing from, are we going to be charged with following up with those who don't respond? Those directives would go into the procedures document--expectations for how frequently we are checking in and what that feedback looks like, more responsibilities of Board in "Team Charge" document. Working group will explore the balance to avoid overlap or any one Board member being overtasked
- CMC update
 - Jemma will be reaching out to Jan, should be similar to what was given at the Exec Board retreat--new chair, new vice-chair, working committees...
- Systems update/training update (MSC Staff),
 - It will be prepared ahead of time in writing so they can do a brief overview and have time for questions. Will not be very different than systems update to CMC that was recently given (Fall 2019)
- Budget check-in (Cara),

Anything else? There might be a possibility that there are questions about the Sharing Group committee. Will be new information for those not in a sharing group. Hope to have a broad outline of what committee members will be looking at.

Predict Sharing Group and Mobile App will be the big discussion points.

Sean adjourns the meeting at 9:51 a.m.